



## Job Description Flagger

**Job Title:** Flagger  
**Pay Grade:** Extra Help Grid  
**FLSA:** Non-Exempt

**Job Code:** Extra Help  
**Effective Date:** September 15, 2008  
**Revision Date:** September 15, 2008

### **NATURE OF WORK**

A temporary position held within the Road Maintenance or Engineering Sections of the Department of Public Works. Under close supervision, performs traffic control duties and maintains County roads in accordance with all safety regulations and procedures.

### **DUTIES AND RESPONSIBILITIES:**

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Performs traffic control and flagging activities as needed; follows safety rules and regulations on all work zone and flagging sites, including placing signs, barricades, traffic cones and other warning devices; duties may vary according to job assignment.
- Operates pickups and flatbed trucks (not requiring a commercial driver's license), and miscellaneous hand tools in accordance with all safety regulations and procedures; conducts routine equipment maintenance and daily equipment inspections according to County standards.
- Performs basic road repair and maintenance tasks; reports safety hazards and traffic problems.
- Performs manual labor assignments as needed, cuts brush with hand tools, chips, loads and hauls brush, removes dead animals along county roads, clears rights-of-way of brush and other debris to improve visibility or diminish road hazards.
- Does facility housekeeping and maintenance.
- Prepares reports and maintains records.
- Responds to emergencies as directed and performs tasks in the interest of public safety and property protection during emergencies.

### **WORKING ENVIRONMENT / PHYSICAL DEMANDS:**

Work is performed outdoors at construction sites, maintenance facilities and outside environments with exposure to inclement weather. Moderate physical demands; strength sufficient to lift and move items weighing up to fifty (50) pounds; may be exposed to safety hazards and dangerous tools and equipment.

### **DISTINGUISHING CHARACTERISTICS:**

This is a temporary position, no experience required.

### **EMPLOYMENT STANDARDS:**

High School Diploma or GED equivalent; 18 years of age or older;

Washington State Traffic Control Flagger's card;

Complete First Aid/CPR training programs;

Valid driver's license.

**KNOWLEDGE, SKILLS & ABILITIES REQUIRED:**

**Knowledge of:**

- County policies and procedures.
- Techniques of traffic control.
- OSHA safety rules and regulations, and safety standards in hazardous traffic environments.
- Federal and state safety laws and regulations.

**Skills in:**

- Safe and efficient operation and maintenance of pick up trucks, flat bed trucks as well as miscellaneous hand held tools according to standard operating and safety procedures.
- Following safe work practices.
- Establishing and maintaining effective working relationships with co-workers.
- Following verbal and written instructions.

***This document is not an offer of employment.***

I acknowledge that I have read, understand and have received a copy of this job description.

**X**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed

\_\_\_\_\_  
Date